United Nations ST/IC/1999/81

Secretariat

30 September 1999

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **2000 national competitive recruitment examinations**

1. The purpose of the present information circular is to invite applications from staff members in the General Service and related categories of the Secretariat who wish to take the national competitive recruitment examinations at the P-2 and P-3 levels in 2000, in accordance with the provisions of administrative instruction ST/AI/1997/1.

2. The 2000 national competitive recruitment examinations will be held from 7 to 11 February 2000 (tentative) in the following occupational groups: administration (P-2), economics (P-3), electronic data processing (P-2), finance (P-2), legal affairs (P-2/P-3), political affairs (P-3), public information (P-3), social affairs (P-2) and statistics (P-2).

3. A list of the participating Member States and the occupational groups assigned to each participating Member State is contained in the annex to the present circular.

4. Staff members who meet the conditions set out in administrative instruction ST/AI/1997/1 may apply by completing the attached application form and forwarding it to: 2000 NCRE (Staff Members), Examinations and Tests Section, Room S-2590A, Specialist Services Division/Office of Human Resources Management, by 31 October 1999. The most recent performance appraisal form and copies of all university degrees obtained must be attached to the application. Incomplete applications will not be considered.

5. The present circular supersedes information circular ST/IC/1998/49 and Add.1 of 1 July and 27 August 1998, respectively.

* Expiration date of the present information circular: 31 December 2000.

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United Nations application form for 2000 national competitive recruitment examination for General Service staff members of the United Nations Secretariat only

Section I. Personal data

Last name: _____ Room No.: _____ Ext.: _____

First name: _____ Index No.: _____

Gender: _____ Grade: _____ Nationality: _____

Department: _____ Duty station: _____

EOD date: _____ Appointment: _____

Date of birth: _____ Expiration date: _____

Section II. Type of examination

Occupational group: _____ P-2 level: _____

P-3 level: _____

Latest copy of performance evaluation report attached: _____

Period covered in performance evaluation report: _____

Copies of degrees attached: _____

Section III. Experience, United Nations and outside (indicating dates and departments/institutions)

(For P-3 examination only)

This application should be signed and submitted by 31 October 1999 to the Specialist Services Division, Room S-2590A.

Date: _____ Signature: _____

Annex

List of Member States participating in the 2000 national competitive recruitment examination programme and their respective occupational groups [a]

Albania	Administration, electronic data processing, finance, legal affairs, statistics
Andorra	Administration, electronic data processing, finance, legal affairs, statistics
Bahrain	Administration, electronic data processing, finance, legal affairs, statistics
Belize	Administration, electronic data processing, finance, legal affairs, statistics
Brunei Darussalam	Administration, electronic data processing, finance, legal affairs, statistics
Comoros	Administration, electronic data processing, finance, legal affairs, statistics
Germany	Administration, electronic data processing, finance, legal affairs, statistics
Indonesia	Administration, electronic data processing, finance, legal affairs, statistics
Italy	Administration, electronic data processing, finance, legal affairs, statistics
Japan	Administration, economics (P-3), electronic data processing, finance, legal affairs (P-2/P-3), political affairs (P-3), public information (P-3), social affairs, statistics
Kazakhstan	Administration, electronic data processing, finance, legal affairs, statistics
Lao People's Democratic Republic	Administration, electronic data processing, finance, legal affairs, statistics
Mozambique	Administration, electronic data processing, finance, legal affairs, statistics
Norway	Administration, electronic data processing, finance, legal affairs, statistics
Palau	Administration, electronic data processing, finance, legal affairs, statistics
Samoa	Administration, electronic data processing, finance, legal affairs, statistics
Sao Tome and Principe	Administration, electronic data processing, finance, legal affairs, statistics
Saudi Arabia	Administration, electronic data processing, finance, legal affairs, statistics

Slovenia	Administration, electronic data processing, finance, legal affairs, social affairs, statistics
Tajikistan	Administration, electronic data processing, finance, legal affairs, statistics
Vanuatu	Administration, electronic data processing, finance, legal affairs, statistics

Notes

[a] The occupational groups given are for P-2 examinations unless otherwise indicated.